



LAFCO MEETING AGENDA

August 12, 2004

4:00 P.M.

**Board Chambers, County Administration Building
1195 Third Street, Room 305
Napa, CA**

Mike Rippey, Vice-Chair
Guy Kay, Commissioner
Lori Luporini, Commissioner
Ken Slavens, Commissioner
Brad Wagenknecht, Commissioner
Bill Dodd, Alt. Commissioner
Volker Eisele, Alt. Commissioner
Harry Martin, Alt. Commissioner
Daniel Schwarz, Executive Officer
Jacqueline Gong, Commission Counsel
Keene Simonds, Analyst
Kathy Mabry, Commission Secretary

1. CALL TO ORDER; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCEDURAL ITEM

Appointment of Chair and Vice-Chair (may be considered with Item No. 8a)

4. APPROVAL OF MINUTES

Minutes of June 10, 2004

5. PUBLIC COMMENT

In this time period, anyone may comment to the Commission regarding any subject over which the Commission has jurisdiction, or request consideration to place an item on a future Agenda. No comments will be allowed involving any subject matter that is scheduled for hearing or discussion as part of this Agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Commission as a result of any item presented at this time.

6. CONSENT CALENDAR

Staff recommends approval of all action items on the consent calendar.

a) FY03-04 Budget Close of Books (action)

The Commission will consider authorizing adjustments to its FY03-04 Budget to reconcile accounts and close the books.

b) FY04-05 Budget Adjustment for Staff Services Analyst II Extra-Help (action)

The Commission will consider a budget adjustment to transfer \$10,000 from the Professional Services Reserve to fund an extra-help position. This employment arrangement is proposed in lieu of executing a contractual arrangement approved by the Commission at its June 10, 2004 meeting.

c) FY04-05 Budget Amendments for CALAFCO Funds (action)

The Commission will consider amendments to its FY04-05 Budget: (1) a revenue account (45002000: ST-CALAFCO) and an expenditure account (52201000: CALAFCO) will be added to the budget; and (2) adjustments of \$7,143.53 will be made to the newly added accounts.

d) LAFCO Copier – Divestment of Fixed Asset and New Lease (action)

The Commission will consider authorizing staff to divest LAFCO of one fixed asset (Savin digital document machine) and enter into a lease agreement for a new copier/digital document machine.

e) FY04-05 Professional Services Agreement #04-02 between LAFCO and Cotton/Bridges/Associates (action)

The Commission will consider authorizing changes to a professional services agreement it authorized at its June 10, 2004 meeting.

f) CONDUCTING AUTHORITY RESOLUTION: *Chardonnay/Eagle Vines District Annexation to the Napa Sanitation District* (action)

The Commission will review the results of the conducting authority hearing for this annexation and adopt a resolution noting the results of the proceedings.

g) Request for Extension of Time – *Buhman Court District Annexation to the Napa Sanitation District* (action)

The Commission will consider a request of the property owner to extend by 12 months the deadline for completion of the terms and conditions imposed by LAFCO Resolution 03-23. The proposal was approved by the Commission on October 9, 2003, and is meant to facilitate the construction of a single-family residence. (APN: 050-170-050)

7. PUBLIC HEARING

NONE

8. COMMISSION ACTION ITEMS

a) Adoption of Policy on the Appointment of Chair and Vice-Chair

The Commission will consider adopting a policy on the appointment of its chair and vice-chair.

b) Response to 2003-04 Report of Napa County Grand Jury

The Commission will consider its response to the Grand Jury's Water Report.

c) LAFCO Committee on Policy and Procedures: Report and Request for Direction

The Commission will consider a report of its ad-hoc committee (Commissioners Kay and Eisele) and provide direction.

d) Nominations for CALAFCO Board of Directors and Annual Awards; Appointment of Delegate to Vote for CALAFCO Board of Directors

Nominations for the CALAFCO Board of Directors were due on August 8, 2004 and nominations for the annual awards are due by August 26, 2004. The Commission will consider appointment of its delegate to cast votes in the election for the CALAFCO Board of Directors.

9. COMMISSION DISCUSSION

a) Audit Report for Year Ended June 30, 2003

The Auditor-Controller will present the Commission with an audit report for Fiscal Year 02-03 from the firm of Bartig, Basler & Ray.

b) Comprehensive Water Service Study: Draft Service Review Determinations for Berryessa Agencies and Proposed Governance Study

The Commission will review draft determinations for the water service study as it relates to three Berryessa agencies: Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, and Spanish Flat Water District. Staff will make a presentation on its recommendation that a governance study be conducted to determine whether any reorganization options would benefit the residents of the area.

c) LAFCO Studies: Service Reviews, Sphere of Influence Updates, and Governance Studies

The Commission will receive an oral report on the status of various studies being conducted by staff, including the service reviews the Napa County Mosquito Abatement District and Landscaping and Lighting Services, the *Comprehensive Study of the City of Napa*, and the governance study for the Napa Sanitation District.

d) Draft Amendments to Policies Regarding the Positions of Public Member and Alternate Public Member

The Commission will review an amendment to its policies to require that future appointments of the public and alternate public members divide the positions between the Up-Valley (including the cities of Calistoga, St. Helena, and Yountville) and South County (including the cities of American Canyon and Napa).

e) Legislative Report

The Commission will review and discuss a report concerning the current legislative session.

10. CLOSED SESSION

a) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1): one potential case

11. INFORMATION ITEMS/NEW BUSINESS/COMMISSIONER COMMENTS

12. ADJOURNMENT

CALENDAR

September 8-10, 2004
October 14, 2004
December 9, 2004

CALAFCO Annual Conference
LAFCO Regular Meeting
LAFCO Regular Meeting